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Library Trustees Minutes 02-13-2002

Robbins Library Board of Trustees
February 13, 2002

Call to order

The meeting was called to order at 7:35 PM. Attending were David Castiglioni, Katharine Lawrence, Barbara Muldoon, Joyce Radochia and Susan Ruderman. Patricia Deal and Frank Murphy were absent. Also attending were library director Maryellen Loud and assistant director Cindy Diminture.

Finance Committee Liaisons-FY2003 Budget

Finance Committee liaisons George Kocur and Mary Margaret Franclemont met with the trustees to discuss FY2003 budget projections. There is expected to be a \$2.9 million deficit throughout the town due to a number of factors, including decreasing state aid reimbursements. The liaisons had previously met with Ms. Loud, identifying possible areas of reduction for the library budget. The liaisons answered questions from the trustees. Library state aid qualification and de-certification issues were addressed. A second wave of budget cuts may be necessary once the Finance Committee has a more complete picture of the town's finances. Ms. Loud advised the board that a special meeting might need to be scheduled if the board wished to review the prioritized list of items for budget reduction. Mr. Kocur suggested that the trustees contact state representatives and senators to lobby for keeping the local aid portion of the state budget intact.

Approval of minutes

The minutes of the January 8th meeting were approved as written on a motion by Ms. Lawrence; seconded by Ms. Muldoon.

Author program

Ms. Lawrence found out that Globe-Pequot Press has twenty-four copies available of Ruth Foster's book "Landscaping that Saves Energy and Dollars", but she is unsure if unsold copies may be returned. At the next meeting, the complete list of author possibilities for future programs will be examined.

Friends of the Library update

The "Revere Beach Memories" program on January 30th was well attended and received. The next Friends program will take place on Wednesday, March 13th, when Pat Thomas will discuss her book "Big Shot", about the search for an AIDS vaccine. The program is free and open to the public. A murder mystery fundraiser is tentatively scheduled for May.

Fundraising update

Approximately \$7,000 has been received to date from the December solicitation. Ms. Loud recommends that this be

held in reserve for FY2003. Ms. Ruderman drafted a letter soliciting the business community. Her suggestion to lower the donor levels due to the economy was discussed. Ms. Ruderman made a motion; seconded by Ms. Lawrence, to keep donor levels the same as last year. The motion was defeated on the following vote: 1 in favor; 3 opposed. Ms. Ruderman suggested a revised letter to be discussed at a special trustee meeting.

Sign language interpreter

Ms. Loud read comments from Frank Murphy, who was not in attendance. Options for providing accommodations were discussed. Ms. Loud suggested setting aside a small amount of money this year for sign language interpreters. Ms. Muldoon made a motion; seconded by Ms. Lawrence to transfer \$400 from the public relations category of the general trust funds to a contingency fund to provide sign language interpreters for library programs. Passed unanimously. It was agreed that the library needs a written policy about accommodations to meet ADA (Americans with Disabilities Act) requirements.

Update on singalongs

Registration is currently under way for the spring session, beginning March 12th. Two sessions will be held, alternating weeks. At least 50% of the new registrants did not attend the previous session.

Space planning

Ms. Loud recommends that much of this be placed on hold pending resolution of the upcoming funding crisis. The improved, energy-efficient lighting would be a priority since it is sorely needed and some costs can be reimbursed at an 80% level by NStar. Discussion on this issue will continue at the March meeting.

Robbins print collection

The appraiser, Jim Berquist, came on four occasions and has finished his work. He identified seven items of special interest among those that were to be loaned to art schools. The four schools to receive the prints are: Assumption College, Montserrat College of Art, Plymouth State College and Dowling College in New York. An accessionist, Jeremy McDonnell, has been hired to work for the next two months. Nancy Gentile will report on his work at the next trustees meeting. Ms. Lawrence made a motion; seconded by Ms. Muldoon to authorize Ms. Loud to approve invoices for payment to Mr. McDonnell. Passed unanimously.

Other

A library legislative breakfast will take place on Friday, March 1st at the Winchester Public Library, 7:30-9:00 AM. Trustees are encouraged to attend. Library Legislative Day will take place at the State House on Wednesday, April 10th.

A request was made for the use of the Community Room for a piano festival (for Arlington piano teachers and students). A motion was made by Ms. Lawrence to deny the usage, upholding the currently existing usage policy. Seconded by Ms. Ruderman. Passed unanimously.

An "extra" trustees meeting will take place on Tuesday, February 26th at 6 PM. The two agenda items will be the budget and the fundraising letter.

Adjournment

The meeting was adjourned at 10 PM on a motion by Ms. Muldoon; seconded by Mr. Castiglioni. The next regular meeting will be held on Tuesday, March 12, 2002.

Respectfully submitted,

Cynthia Diminture

